SIKKIM

GOVERNMENT GAZETTE

EXTRAORDINARY

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GOVERNMENT OF SIKKIM
HOME DEPARTMENT
GANGTOK

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NOTIFICATION

The State Government is hereby pleased to constitute the Project Management Unit for the purpose of project implementation arrangements of Asian Development Bank assisted North Eastern Region Urban Development Project for the city of Gangtok.

Project Management Unit shall consist of the following, namely:

I. For Urban Development and Housing Department related matters-

1. Project Director	-	Additional Chief Engineer, Urban Development and Housing Department
2. Deputy Project Director	-	Joint Secretary, Urban Development and Housing Department
3. Joint Chief Architect	-	Joint Chief Architect, Urban Development and Housing Department
4. Finance	-	Senior Accounts Officer, Urban Development and Housing Department
5. Management and Information System (MIS)	-	Assistant Director (IT), Urban Development and Housing Department

II. For Water Security and Public Health Engineering Department related matters-

1. Project Director	-	Additional Chief Engineer, Water Security and Public Health Engineering Department
2. Deputy Project Director	-	Joint Secretary, Water Security and Public Health Engineering Department

3.	Joint Chief Architect	-	Joint Chief Architect, Urban Development and Housing Department
4.	Finance	-	Senior Account Officer, Water Security and Public Health Engineering Department
5.	Management and Information System (MIS)	-	Assistant Director (IT), Water Security and Public Health Engineering Department

Roles and Responsibilities of Project Management Unit shall be as under:

(i) Appointment of consultants as per the Asian Development Bank procedures.

(ii) Approving the design of the investment components prepared by the Project Implementation Unit.

(iii) Sub-project implementation.

(iv) Pre-qualifying contractors.

(v) Preparing standard bid documents.

(vi) Monitoring the tendering process and reviewing the bid evaluation and preparing bid evaluation report for approval.

(vii) Procuring equipment and services at the State Level.

(viii) Ensuring Project compliance.

(ix) Coordinating on matters related to disbursements.

(x) Undertaking Institutional Development and Capacity Building programs.

(xi) Maintaining Project documents.

BY ORDER AND IN THE NAME OF THE GOVERNOR

N. D CHINGAPA, IAS
CHIEF SECRETARY
File No. GOS/UD&HD/6 (189) 08

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